

**REQUEST FOR QUALIFICATIONS  
CITY OF NORTH LITTLE ROCK, ARKANSAS**

JOE SMITH  
DIRECTOR OF COMMERCE AND GOVERNMENT AFFAIRS  
120 MAIN STREET  
P.O. BOX 5757  
NORTH LITTLE ROCK, ARKANSAS 72119  
501-975-8882

NUMBER RFQ: 10-2988 DATE ISSUED: MAY 28, 2010

DATE & TIME RFQ OPENING: FRIDAY, JUNE 11, 2010 @ 11:00 A.M.

**RFQ NOTICE**

THE CITY OF NORTH LITTLE ROCK IS SEEKING  
QUALIFICATION STATEMENTS FROM QUALIFIED  
LIGHTING DESIGN CONSULTANTS TO PROVIDE A  
MUNICIPAL BUILDING LIGHTING DESIGN STUDY.  
PLEASE SUBMIT ONE COPY.

QUALIFICATION STATEMENTS SHOULD INCLUDE:

1. HISTORY AND EXPERIENCE
2. STAFF CAPACITY AND QUALIFICATIONS
3. FIELD SUPERVISION CAPABILITY
4. APPROXIMATE TIMELINE/SCHEDULE TO COMPLETE DESIGN STUDY
5. PROJECT LIST AND REFERENCES

Upon signing this page the organization certifies that they have read and agree to the requirements set forth in this RFQ, including conditions set forth and pertinent information requests.

NAME OF FIRM \_\_\_\_\_ PHONE NO. \_\_\_\_\_

ARKANSAS TAX PERMIT NO. \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

SIGNATURE OF AUTHORIZED PERSON \_\_\_\_\_

TITLE \_\_\_\_\_ DATE \_\_\_\_\_

**UNSIGNED QUALIFICATION STATEMENTS WILL BE REJECTED**

**Request for Qualifications #10-2988**

City of North Little Rock

Work Order #: 05-05-507

May 2010

**Project Name:** North Little Rock Municipal Building Efficient Lighting Design Study

**Contact Person:** Jill Ponder  
Energy Services Coordinator  
North Little Rock Electric Department  
800 W. Main St.  
North Little Rock, AR 72115  
501-975-8771  
jponder@northlittlerock.ar.gov

**Purpose:**

The City of North Little Rock (City) is seeking interest from qualified Lighting Design Consultants interested in providing a lighting design study that leverages City purchased lighting products (T-8) and City manpower to retrofit existing municipal building lighting for the purpose of increasing both energy efficiency and productivity. Lighting Design should take into account uniformity of light distribution on the task planes, room surface luminances, glare, and daylight integration. It is important that the lighting design coordinate with and enhance the design of the space. Lighting quality issues should be considered for the whole space and for visual tasks within the lighted environment. A complete list of municipal buildings and specifications is in Attachment A. After the study is completed the Consultant will meet with City personnel to map out a strategy on the most advantageous method for City manpower to complete the retrofits and installations.

Responses will be used for planning purposes in implementing the North Little Rock Municipal Building Efficient Lighting Design Study. An expression of interest in participating is not binding or promissory.

**Background:**

North Little Rock's recent energy and infrastructure analysis determined that the City has lighting upgrade and cost savings opportunities. The City will leveraged funds from the Energy Efficiency and Conservation Block Grant (EECBG) for the North Little Rock Municipal Building Efficient Lighting Design program, to include: 1) North Little Rock purchased T-8 lights; 2) City provided manpower to complete the lighting retrofit; 3) City employees to monitor the lighting retrofit.

The Municipal Building Efficient Lighting will enable the City to reduce both energy consumption and the energy demand for the City-owned buildings. By reducing kWh consumption and demand, the City will reduce the GHG emissions and improve the overall energy efficiency of the municipal buildings.

**Schedule of Events:**

The following is the required schedule of events for this project. The schedule may change depending on the results of the responses and a final schedule will be established prior to contracting with the successful Consultants.

Event	Date
Release of RFQ to Bidders	May 28, 2010
Response from Bidders	June 11, 2010
Evaluation of Responses	June 14, 2010
Contract Award	June 15, 2010

**Qualification Statements Should Include:**

1. History and Experience
2. Staff Capacity and Qualifications
3. Field Supervision Capability
4. Approximate Timeline/Schedule to Complete Design Study
5. Project List and References

Attachment A  
Municipal Buildings for Efficient Lighting Retrofits

Facility Name	North Little Rock Address	Facility Area (sq. ft.)	Blue Prints Available
Burns Park Animal Shelter	1 Championship Dr.	1,200	
Burns Park Hospitality House	402 Military	2,975	
Burns Park Maintenance Bldg 1	400 Military Dr.	6,100	
Burns Park Maintenance Bldg 2	3701 Military	8,000	
Burns Park Maintenance Bldg 3	Burns Park	2,100	
Burns Park Restroom 02	Burns Park	190	
Burns Park Restroom 04	Burns Park	450	
Burns Park Restroom 05	Burns Park	450	
Burns Park Restroom 06	Burns Park	441	
Burns Park Restroom 07	Burns Park	450	
Burns Park Restroom 08	Burns Park	450	
Burns Park Restroom 09	Burns Park	*	
Burns Park Restroom 11	Burns Park	*	
Burns Park Restroom 12	Burns Park	*	
Burns Park Restroom 13	Burns Park	*	
Burns Park Tennis Assoc.	4000 Joe Poch Dr.	35,844	
Burns Park Visitor Information Center	1 Eldor Johnson Dr.	5,000	
City Hall - Administration	300 Main Street	12,950	
City Services	120 Main Street	34,793	Yes
Code Enforcement	701 W 29th St.	3,670	
Community Center Military Heights	2700 N. Willow St.	43,092	
Court Bldg, Police HQ	200 W. Pershing Blvd	14,262	
Electric Building	800 Main St.	14,434	
Emergency Services & Communication Center	1206 Sycamore St.	5,400	
Fire Station 02	3700 E. Broadway	6,048	Yes
Fire Station 03	1500 Schaer St.	3,600	Yes
Fire Station 05	3417 Magnolia	1,700	
Fire Station 06 (Levy)	3500 Camp Robinson Rd	2,704	Yes
Fire Station 07 (Lakewood)	2401 McCain Blvd	4,560	Yes
Fire Station 09	2309 Osage Dr.	4,251	Yes
Fire Station 10	8800 HWY 70	4,762	Yes
Glenview Recreation Center	4800 E. 19th St.	13,817	
North Heights Recreation Center	4801 Allen St.	14,152	
Police/Fire Training	2400 N. Willow St.	11,100	
Police Administration	2525 Main St.	9,900	
Public Health Center	2800 N. Willow St.	10,000	
Public Works Administrative Offices	500 W. 13th St.	6,208	Yes
Sherman Park Community Center	624 N. Beech	12,712	